



## ***2018 Chief FOIA Officer Report***

The Social Security Advisory Board (SSAB) is a small, bipartisan, independent federal government agency established in 1994 to advise the President, the Congress, and the Commissioner of Social Security on matters of policy and administration of the Old-Age, Survivors, and Disability Insurance (OASDI) and the Supplemental Security Income (SSI) programs. The Board has seven members—with three appointed by the President, two by the Senate, and two by the House of Representatives. A staff director appointed by the board, leads a small staff of full-time professional employees to support the work of the board.

Although the SSAB receives few Freedom of Information Act (FOIA) requests (we received one request in FY 2017), the agency is committed to working in a spirit of cooperation with those people who use the FOIA process to obtain and relay information in a timely fashion. The SSAB's staff is continuing to familiarize itself with FOIA guidance from the Department of Justice website. FOIA staff will continue to attend Chief FOIA Officers Council meetings and seek training as necessary. While SSAB's FOIA staff did not attend any outside FOIA training sessions in FY 2017, staff was provided guidance on the handling of FOIA requests. In 2018, the FOIA staff will provide guidance to board members on SSAB's obligations under FOIA, and further refine its response process.

Although SSAB does not receive a lot of FOIA requests we continue to search for proactive ways to disclose information that we believe might be of interest to the public, researchers, press, and policy-makers, the SSAB has continued to post when Board meetings will be held and provides detailed minutes following its public sessions. The minutes can be found on the Board's website at: <http://ssab.gov/About-the-Board/Meeting-Archive>.

The SSAB also posts on its website all of its publications, all presentations to the Board from public meetings, as well as forum and panel summaries. Additionally, SSAB has a growing chart collection of retirement, disability and administrative data. SSAB will continue to add interactive graphics as well as the Excel spreadsheet containing data tables in 2018, as part of its mission to educate the public regarding Social Security OASDI and SSI programs. In addition, SSAB provides information about its works through an expanding use of social media and continues to look for ways to improve the presentation and clarity of the data.

The agency's FOIA policies are explained—and our annual FOIA reports can be found—on

our website at: <http://ssab.gov/Resources/FOIA>.

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